

**Pembroke CIP Committee
Meeting Minutes
August 18, 2010, 7:00 PM**

I. Call to Order – Gerry called the meeting to order at 7:01 PM.

II. Attendance

Members: Gerry Fleury, Chair and Budget Committee Rep.; Tina Courtemanche, Selectmen Rep.; David Sheldon, Alt. Selectmen Rep.; Ron Nowe, Planning Board Rep.; Bill Hamilton; Rosemarie Michaud; Dianne Schuett; Bryan Christiansen

Others: David Jodoin, Town Administrator; Jonathan Burnham, School Department Facilities and Maintenance Director

III. Approval of Minutes

A motion to approve the minutes of August 11, 2010 was made by Bryan, seconded by Bill, and passed by unanimous vote.

IV. School Department 2011 Capital Needs

Dave Jodoin distributed copies of the CIP schedule for 2011-2016 as proposed by Town Departments.

Jon Burnham summarized the School Department 2010/2011 Capital Needs.

Testing confirmed that there are four sections of roof that need to be repaired/replaced at Pembroke Academy amounting to 38,000 square feet for an estimated cost of \$337,000. These repair/replacements could be done by section with the cost spread out over more than one year to better manage the tax rate. The cost for the repair/replacement could increase based on additional work that may need to be done but will remain unknown until the work is in progress. Hill School is also experiencing roofing issues and although a substantial amount of roof replacement was taken care of through the Honeywell project, approximately \$117,000 is needed for repairs/replacement based on an estimate received last year. A question was raised regarding the cost of the roof replacement at Pembroke Academy and if it will be incurred by SAU or solely Pembroke. Gerry indicated that Pembroke's share of the roof work at Pembroke Academy would be 40% (\$134,000) and the remainder covered indirectly by the four sending towns. These types of expenses are included in the overall budget and are listed as offsetting revenue. Pembroke covers the entire cost of the roof repair/replacement at Hill School.

The track surface at Pembroke Academy is 5-6 years old and is in good shape however \$40,000 will be needed in 2011/2012 to scrape down and resurface.

The School plans to replace their phone system completely. Originally, \$200,000 was allocated for this expense however telephone costs have substantially decreased. The current phone system is approximately 10 years old and has reached capacity.

The approximate cost to replace the entire system at Pembroke Academy in 2010/2011 is \$40,000 and \$14,000 for Three Rivers School in 2011/2012.

Jon was unclear about the Network Access Control and Storage Area Network items appearing on the list (\$50,000 each). He will research.

Other items being discussed by the School Board include:

1. Adding A/C in the music room at Pembroke Academy.
2. Convert the old boiler room at Pembroke Academy into a technology room to house computer equipment, servers, and electronics. This room would be cooled by a roof top unit which will also cool the library. Current housing for this equipment is on the 3rd floor of the SAU building in a large hallway that is crowded and not air conditioned. Asbestos may be present in the boiler room but will not be exposed. There was some question as to rerouting equipment as well as whether this item would be budgeted by the SAU or Pembroke. Jon was unsure as these items are still in the planning stages.
3. The rudimentary ventilation at Village School needs substantial work. The approximate expense for this would be in the vicinity of \$500,000-\$600,000 providing there is no asbestos.

On Tuesday, August 17th, Rick Mitchell was appointed as the School Board Rep to CIP.

V. Other Business

There were brief discussions regarding the police department budget, other options for security at the library based on what the State library uses (cameras), and the library's capital reserve fund to purchase books.

The next CIP meeting scheduled for August 25th will begin at Memorial Field then move to the Department of Public Works. Some items being discussed with the Recreation Commission will include fencing and paving the pavilion.

VI. Adjournment

A motion to adjourn at 8:02 PM was made by Bryan, seconded by Tina, and passed by unanimous vote.